



## Brillio Requesting GitHub Access

### Steps to Request GitHub Access

#### *Step 1: Log in to the GSC landing Page*

1. Open your browser and go to: <https://gsc.brillio.com>.
2. Complete any multi-factor authentication if prompted.

#### *Step 2: Access the Digital Workplace Service*

1. Once logged in, look for the **"Digital Workplace Service"** section on the homepage dashboard.
2. Click on it to proceed.

#### *Step 3: Create a New Request*


1. Inside the Digital Workplace Service portal, find and click on **"Create a Request"**.
2. A request form should open.

#### *Step 4: Fill Out the Request Details*

1. Choose **"GitHub Access"** from the list of available services or request types.
2. Fill in the required details such as:
  - a. Your full name
  - b. Employee ID
  - c. Department
  - d. Reason for access (e.g., project collaboration, code repository contribution)
  - e. Project or team name (if applicable)

#### *Step 5: Submit the Request*

1. Review your information for accuracy.

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2. Click “**Submit**” to create the request ticket.
  3. You will receive a confirmation message with a ticket number for tracking.

#### ***Step 6: IT Team Processing***

1. The IT support team will receive your request.
2. They will review and approve it.
3. Access to GitHub will be provisioned within **4 hours** of request submission.

### **Urgent GitHub Access Requests**

If you need GitHub access **immediately** and cannot wait for the 4-hour processing time:

#### ***Step 1: Contact IT Support via Regional Helpline***

Call the appropriate number based on your location:

- **India:** 000 (800) 0404049
- **USA & Canada:** +1 669 721 1449
- **Romania:** +40 359 226000
- **UK:** +44 20 8158 7959
- **Mexico:** +52 (3) 3193 04333

#### ***Step 2: Provide Request Details***

- Inform the support team that this is an **urgent GitHub access request**.
- Provide your employee ID, department, project name, and reason for urgency.

#### ***Step 3: Follow Additional Instructions***

- The support team may expedite the process or assist you directly with access setup.